



GENERAL EMERGENCY SERVICES (GES)

QUICK-START GUIDE

Fullerton Composite Squadron 56



I am glad to see that you are interested in getting your General Emergency Services (GES) rating! The GES rating is required before you can begin training for any of the ES specialty ratings (such as Aircrew, Ground Team, or Mission Base staff) that will allow you to participate in CAP emergency services missions. The GES is open to Cadets and Senior members alike. Even if your CAP interests are in areas other than emergency services, having a GES rating and the knowledge that goes with it will help you to better understand one of the three primary missions of CAP.

This "quick start guide" has been developed to guide you in your search for the study materials and the locations of the on-line testing that you will need in order to get your GES rating. The testing for GES is actually composed of two parts; one for GES and one for ICS (Incident Command System). Each section has a study guide and an on-line test. Some people find it easier to do each section separately so this quick start guide will break things down into two separate parts. Both parts, the GES and the ICS, need to be completed in order for you to receive your GES rating.

Print out this quick start guide, take a deep breath, relax, and let's begin.

GET THE GES HOME STUDY COURSE

Go to the CAWG web page (www.cawg.cap.gov) and go to OPERATIONS -> ES TRAINING -> CAWG ES PART 1 HOME STUDY COURSE. Or, use this link to go directly to the course. http://cawg.cap.gov/html/operations/other/ES_1.pdf. Print the GES Home Study Course. It is a 10 page Adobe PDF file. If you don't already have the free Adobe Acrobat PDF reader, it is available as a free download at <http://www.adobe.com/products/acrobat/readstep2.html>. Go to this web site and follow their instructions for downloading and installing it on your computer. A lot of CAP reference materials are distributed in the PDF format so it is a good idea to have it installed on your computer.

The home study course does not contain all of the answers to the on-line test. Some of the questions on the test will require you to refer to the CAP regulations that are mentioned in the course for the answers. It is pretty self-explanatory when you get there where you need to look.

TAKE THE GES TEST ON LINE

When you are ready to take the GES test, go to the CAP National web page (www.capnhq.gov) and log on. Then go to ON-LINE COURSES AND TESTS -> EMERGENCY SERVICES ON-LINE EXAMINATIONS. You will have to enter your CAPID number again and select which test you want to take. You will see four choices here for the different tests that are available. Select the GENERAL EMERGENCY SERVICES CAPT 116 QUESTIONS 1-50 test. You can select the test and print it out so you have it handy as you read through the material and find the answers. This is the easiest way to do the tests. When you are ready to actually take the test, go back to the on-line test (make sure you select the proper test and enter your CAPID#) and transfer the answers from your printed answer sheet to the on-line test. Be careful when you do this. The questions and the answers will remain the same but the order of the questions might change. There will be a button at the end to click to submit and grade your test. After you are done with the test you will be given your score and a chance to print your certificate of completion.

Print the certificate out. The certificate needs to go into your ES file (the white folder in your member file) at the squadron. The Squadron Emergency Services Officer will also need the certificate number to update your ES training record in the WMU.

That wasn't so bad was it? Ready for more?

GET THE ICS HOME STUDY COURSE

Go to the CAP National web page (www.capnhq.gov) and go to ON-LINE COURSES AND TESTS -> EMERGENCY SERVICES ON-LINE EXAMINATIONS (it's the same place you went to take the GES 50 question exam). About halfway down in the yellow box it says "BEFORE TAKING THE GENERAL EMERGENCY SERVICES TEST" and there is a link. Click on the link and it will take you to a PowerPoint presentation. Slides 1 through 20 are basically the same as the CAWG GES Home Study Course; you can skip them if you like. Slides 21 through 41 deal with the ICS (Incident Command System). Go through these slides. You can print them out for later reference if you like and put them with the GES Home Study Course you printed earlier.

Do not worry or allow yourself to become confused that the explanation of ICS and the examples are all written using fire service terminology. ICS was originally developed by the fire services as a result of the Oakland California wildfires in the early 1980's to ensure that everyone involved in a large-scale incident would be able to work together more effectively. The basic principles of ICS can be used to successfully manage just about any type of emergency operation. Since CAP is required to use ICS to manage our ES operations, it is important that everyone involved in any type of CAP ES activity have at least a basic understanding of the principles of ICS. Don't worry, it is really very straight forward once you understand the basic concepts. If you would like to learn more than the basics, the Federal Emergency Management Agency (FEMA) has an excellent independent study course that will teach you more than you ever wanted to know about ICS. The free FEMA course is worthwhile to complete if you plan on becoming more involved with the management of CAP ES operations.

TAKE THE ICS TEST ON-LINE

When you are ready to take the second half of the test (the ICS portion) go to the CAP National web page (www.capnhq.gov). Go to ON-LINE COURSES AND TESTS -> EMERGENCY SERVICES ON-LINE EXAMINATIONS. You will have to enter your CAPID number and select which test you want to take. You will see four choices here for the tests that are available. Select the ICS 100 TRAINING CAPT116 QUESTIONS 51-100 test. Print out this test like you did before. When you are ready to actually take the test, go back to the on-line tests, select the correct test, transfer your answers from your answer sheet, submit the test, print out the certificate for your file at the squadron, and give the certificate number to your Squadron Emergency Services officer. You can take both of these on-line tests over if you didn't get a passing score the first time.

Congratulations! That wasn't so bad was it? After you have passed both tests, the Squadron ES officer will issue you your 101 card that shows you have your GES rating. Your 101 card and a valid CAP membership card will be needed to get onto any mission base; and you might even be put to work! Now that you have your GES rating you can start training in any of the mission related ES specialties that interest you such as aircrew, ground team, mission base staff, or any combination of these. Civil Air Patrol Emergency Services are not just one of our three missions, they are an exciting and very rewarding part of your Civil Air Patrol experience. Good luck!